

Mock Agenda for Spring Leadership Advisory Board Meeting

Use this worksheet to make sure the objectives of the spring meeting are met.

Date of meeting: _____

Location of meeting: _____

LAB Members in attendance: _____ Guests in attendance: _____

1. Call to order.....President
2. Read and approve minutes from previous meeting.....Secretary
3. Guest Speaker – Business or Social Trends in County.....All
4. Review and update issues identified last spring.....All
5. Review county budgets and discuss programmatic
and administrative needs.....President
6. Discuss legislative session and potential contact assistance
needed (if applicable).....President
7. Discuss program diversity and expansion.....All
8. Other business as needed (specific items).....All
9. Set date for summer meeting.....President